

# Programs and Services Specialist ? (Problem Solving Courts)

**Job Post Deadline Date**

Thursday, October 29, 2020

**External Job Posting Date**

October 15, 2020

**Salary**

\$5,600.06

Month

**City of Job Vacancy**

Lincoln

Programs and Services Specialist ? (Problem Solving Courts)

Probation Administration--Lincoln

Location: Lincoln

This position coordinates all components of one or more Judicial Branch programs.

Coordination encompasses service delivery, policy development, research and analysis, including making recommendations involving Problem-Solving Courts, criminal and juvenile justice trends. Work also involves tracking legislation regarding corresponding concerns and making recommendations to the Program Director and/or Court and Probation Administrators or Deputy Administrators or Designee. Work at this level involves creative functioning as a leader, facilitator, advocate, and trainer. Direction is received from a Deputy, a Program Director, or Designee; however, the person in this position is expected to exercise a high degree of initiative and judgment in the performance of assigned responsibilities. Performs other related duties as assigned. Provides oversight for one or more Judicial Branch programs and/or service areas that may include Problem-Solving Courts, juvenile justice or adult services and programming, prisoner re-entry, victim services, and behavioral health. Collaborate with stakeholders in problem-solving courts, child welfare, juvenile justice system and/or adult programs and services to address systemic issues. Recommends and develops specialized programs and services. Collaborate with other Judicial Branch staff to increase the collection, accessibility, analysis and quality of court and probation data. Provides internal and external training and education on emerging issues surrounding problem-solving courts, effective rehabilitation strategies, service delivery, and court/probation initiatives. Assists in the development and monitoring of grants, provides technical assistance regarding grant applications. Serves as the Office of the Court's/Probation Administration's liaison on state coordinating initiatives, and provides assistance as needed to local judicial districts and communities. Engages in problem-solving court research and quality assurance, and analyzes outcomes concerning Judicial Branch practices, identifies policy-related issues, recommends and develops innovative strategies concerning court solutions/response. Provides technical assistance to the Administration in the preparation of budget items involving program needs.

**KNOWLEDGE, SKILLS AND ABILITIES:** Considerable knowledge of the principles of problem-solving courts, effective program and individual case management, federal and state

government processes, and pertinent laws and policies. Knowledge and skill in behavioral health. Knowledge of the principles behind crime, delinquency and adolescent brain development. Knowledge and skill in strategic planning processes, the principles of continuous quality improvement, and basic budgeting and cost accounting processes. Knowledge of Nebraska's criminal and juvenile justice system, as well as national trends. Ability to demonstrate creativity in program design and development, demonstrated ability to communicate in writing, verbally, and to develop quality deliverables including writing of policies, procedures and protocols. Ability to initiate projects, work independently, collaboratively, diplomatically and skillfully with minimal supervision; and provide training to multiple local, state, and national stakeholders including victims, elected officials, behavioral health consumers, criminal and juvenile justice individuals, providers, justice system professionals, clinicians, and administrators; skill at working in a political environment. Ability to organize and manage multiple projects/deadlines simultaneously, and work under pressure to meet deadlines.

**MINIMUM QUALIFICATIONS:** Bachelor's degree in the social/behavioral sciences, criminal justice, education, human services administration, public administration or related area plus 2 years of progressively responsible experience in program management.

**PREFERRED:** Masters or Juris Doctorate degree with five years' experience supervising multiple programs and projects

All educational credits must be granted from an accredited institution approved by the U.S. Dept. of Education.

Hiring rate is \$5,600.06 per month

The closing date is 10/30/20

Please visit <https://statejobs.nebraska.gov> to fill out the State application. The State of Nebraska complies with Nebraska's Veterans Preference Laws.

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